

PRELIMINARY ACTION AGENDA
LAKE FOREST CITY COUNCIL

Regular Meeting of the City Council
December 17, 2013

Lake Forest City Hall
25550 Commercentre Drive
Council Chambers
Lake Forest, California 92630

PRELIMINARY ACTION AGENDA: The listed Action represents a brief synopsis of the Council action. The Council Minutes, when approved, stand as the official record of the meeting. This Preliminary Action Agenda is provided as quick reference only and is NOT intended to serve as any form of the official record and should not be relied upon in making important decisions. Before making important decisions, you should review the approved minutes.

CALL TO ORDER:

7:05 p.m.

ROLL CALL: Council Members:

David A. Bass

Adam Nick

Dwight Robinson

Mayor Pro Tem:

Kathryn McCullough

Mayor:

Scott Voigts

City Manager:

Robert C. Dunek

City Attorney:

Scott C. Smith

City Clerk:

Stephanie D. Smith

CLOSED SESSION

There were no items scheduled for Closed Session.

PUBLIC SESSION

INVOCATION: The Invocation was led by Council Member Robinson.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance to the Flag of our Country was led by Council Member Bass.

CITY COUNCIL CEREMONIAL ITEMS

1. OATH OF OFFICE FOR NEW CITY COUNCIL MEMBER submitted by City Clerk.

ACTION: Superior Court Judge Brett London, Newport Harbor Court, administered the ceremonial oath of office to newly appointed City Council Member David A. Bass. Newly appointed Council Member Bass was officially sworn in on Tuesday, December 10, 2013 after the adjournment of the City Council meeting.

RECESS: City Council recessed at 7:10 p.m.

RECONVENE: City Council reconvened at 7:15 p.m., with all Members present.

PRESENTATIONS:

2. **EMPLOYEE SERVICE AWARDS** submitted by Deputy City Manager/Director of Management Services.

Mayor Voigts presented Employee Service Awards to the following recipients: Gayle Ackerman, Toni Edwards for twenty years of service, Lynne Jones for fifteen years of service, Yvonne Lee, Karen Rice, Nick Gates, Scott Stewart, Monique Villasenor for ten years of service, Jim Wren, Marilyn Norment, Matthew DiPaola, Daniel Greene, Calina Hon, Daniel Martinez, Jennifer Connally, Kevin Lyon, Kevin Fernandez, Rudy Contreras, Christina McDevitt, and Ron Santos for five years of service.

REPORT FROM STUDENT LIAISON:

Jeff Domenech, Student Liaison from El Toro High School, presented his report.

PUBLIC COMMENTS:

The following members of the public offered comments: Marcia Rudolph, Tom Cagley, Bob Holtzclaw, and Jim Gardner.

CONSENT CALENDAR - WARRANT REGISTER: (Item No. 3)

3. **CERTIFICATION OF WARRANT REGISTER** submitted by Director of Finance/City Treasurer.

ACTION: On motion by Council Member Robinson and second by Mayor Pro Tem McCullough, the City Council approved the warrant register in the amount of \$1,844,148.39 as submitted. **MOTION UNANIMOUSLY CARRIED.**

CONSENT CALENDAR - MISCELLANEOUS: (Item Nos. 4 - 12)

ACTION: On motion by Council Member Robinson and second by Mayor Pro Tem McCullough, the City Council approved the Consent Calendar Item Nos. *4-8, and *12. MOTION CARRIED with Council Member Bass abstained on Agenda Item No. 5.

- *4. WAIVE READING OF ORDINANCES AND RESOLUTIONS submitted by City Clerk.

ACTION: The City Council approved the reading, by title only, of all Ordinances and Resolutions. Said Ordinances and Resolutions which appear on the public agenda shall be determined to have been read by title and further reading waived.

- *5. MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL HELD ON NOVEMBER 19, 2013 submitted by City Clerk.

ACTION: The City Council approved the Minutes as submitted with Council Member Bass abstained.

- *6. FIRST AMENDMENT TO THE AGREEMENT WITH FIELDMAN ROLAPP & ASSOCIATES FOR FINANCIAL ADVISORY SERVICES submitted by Director of Finance/City Treasurer.

ACTION: The City Council: 1. Approved the First Amendment to the Agreement with Fieldman Rolapp & Associates for financial advisory services. 2. Authorized the Mayor to sign and the City Clerk to attest the First Amendment with Fieldman Rolapp and Associates.

- *7. MONTHLY TREASURER'S REPORT - NOVEMBER submitted by Director of Finance/City Treasurer.

ACTION: The City Council received and filed the report as submitted.

- *8. CITY FINANCIAL REPORTS - QUARTER ENDED SEPTEMBER 30, 2013 submitted by Director of Finance/City Treasurer.

ACTION: The City Council received and filed the report as submitted.

- *12. LETTER AGREEMENT WITH ORANGE COUNTY TRANSPORTATION AUTHORITY FOR FUNDING UNDER THE ENVIRONMENTAL CLEANUP PROGRAM submitted by Director of Public Works/City

Engineer.

ACTION: The City Council: 1. Approved Letter Agreement No. 3 to Master Funding Agreement No. C-1-2773 between the Orange County Transportation Authority and the City of Lake Forest for Measure M (M2) Comprehensive Transportation Funding for the installation of Catch Basin Screens at various locations. 2. Authorized the Mayor to execute, and the City Clerk to attest, Letter Agreement No. 3 to Agreement No. C-1-2773, substantially in the form attached.

PULLED CONSENT CALENDAR ITEMS:

9. **SECOND AMENDMENT TO AGREEMENT FOR PROFESSIONAL TRAFFIC ENGINEERING CONSULTING SERVICES** submitted by Director of Public Works/City Engineer.

A member of the public pulled this item for separate consideration.

The following member of the public offered comment, Jim Gardner.

ACTION: On motion by Council Member Robinson and second by Mayor Pro Tem McCullough, the City Council: 1. Approved the Second Amendment with Hartzog and Crabill, Inc., for Traffic Engineering Consulting Services substantially in the form attached. 2. Authorized the Mayor to sign, and the City Clerk to attest, the Second Amendment with Hartzog and Crabill, Inc. **MOTION UNANIMOUSLY CARRIED.**

10. **APPROVAL OF PARCEL MAP NO. 2013-152** submitted by Director of Public Works/City Engineer.

A member of the public pulled this item for separate consideration.

The following member of the public offered comment: Jim Gardner.

ACTION: On motion by Council Member Robinson and second by Mayor Pro Tem McCullough, the City Council adopted Resolution No. 2013-51 entitled: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE FOREST, CALIFORNIA, APPROVING FINAL PARCEL MAP NO. 2013-152, CREATING A 1-NUMBERED LOT SUBDIVISION FOR APARTMENT RESIDENTIAL PURPOSES ON 16.296 ACRES LOCATED ADJACENT TO THE INTERSECTION OF ALTON PARKWAY AND RANCHO PARKWAY. **MOTION UNANIMOUSLY CARRIED.**

11. FIRST CONTRACT AMENDMENT FOR GRAFFITI REMOVAL AND STEAM CLEANING SERVICES submitted by Director of Public Works/City Engineer.

Council Member Robinson pulled this item for separate consideration. He addressed the amendment of the agreement with questions concerning Village Pond Park.

ACTION: On motion by Council Member Robinson and second by Mayor Voigts, the City Council: 1. Approved the first contract amendment with Bonanza Steam Cleaning to provide graffiti removal and steam cleaning services. 2. Authorized the Mayor to sign, and the City Clerk to attest the amendment substantially in the form attached. **MOTION UNANIMOUSLY CARRIED.**

RECESS: The City Council recessed at 8:55 p.m.

RECONVENE: The City Council reconvened at 9:12 p.m. with all Members present.

DISCUSSION/ACTION ITEMS:

13. DISCUSSION OF A POTENTIAL CITY OF LAKE FOREST TRAFFIC AND PARKING COMMISSION AND ALTERNATIVES submitted by Director of Public Works/City Engineer.

Staff report dated December 17, 2013 was introduced.

The following members of the public offered comments: Marcia Rudolph, Jim Gardner, and Jim Richert.

Council discussion ensued.

ACTION: On motion by Council Member Robinson and second by Mayor Voigts, the City Council moved to return the item to be heard in January or February 2014 with a proposal for educational forums for community input. **MOTION UNANIMOUSLY CARRIED.**

14. RECONSIDERATION OF ELECTRONIC DEVICE EQUIPMENT POLICY AND PURCHASE OF IPADS FOR ELECTRONIC AGENDA DELIVERY submitted by Deputy City Manager/Director of Management Services.

The staff report dated December 17, 2013 was introduced.

Council discussion ensued.

ACTION: On motion by Council Member Nick and second by Council Member Robinson, the City Council moved to adopt the policy; City will provide tablets to both City Council Members and City Planning Commissioners at City's expense, with WIFI and with provisions of printed agenda packets as requested. Policy does not apply to the Park and Recreation Commissions. **MOTION UNANIMOUSLY CARRIED.**

15. REQUEST FOR APPOINTMENT - LEAGUE OF CALIFORNIA CITIES, ASSOCIATION OF CALIFORNIA CITIES, ORANGE COUNTY AND/OR THE ORANGE COUNTY CITY SELECTION COMMITTEE submitted by City Clerk.

ACTION: The City Council made no appointments.

CITY COUNCIL CEREMONIAL ITEMS

16. SELECTION OF MAYOR AND MAYOR PRO TEM FOR CALENDAR YEAR 2014 submitted by City Clerk.

Staff report dated December 17, 2013 was introduced.

The following member of public offered comments: Jim Gardner.

ACTION: 1. SELECTION OF MAYOR: Mayor Voigts opened nominations for Mayor. Council Member Nick nominated and Mayor Pro Tem McCullough seconded Council Member Robinson for Mayor. **MOTION UNANIMOUSLY CARRIED.** Nominations for Mayor were closed. 2. SELECTION OF MAYOR PRO TEM: Mayor Voigts opened nominations for Mayor Pro Tem. Council Member Robinson nominated and Mayor Voigts seconded Council Member Nick for Mayor Pro Tem. **MOTION UNANIMOUSLY CARRIED.** Nominations for Mayor Pro Tem were closed.

17. COMMENTS BY OUTGOING MAYOR submitted by City Clerk.

ACTION: The City Council received comments from outgoing Mayor Voigts.

CITY MANAGER'S REPORT:

City Manager Dunek presented no comments.

CITY COUNCIL COMMENTS:

Council Member Bass offered no comments.

Council Member Nick offered no comments.

Council Member Robinson offered no comments.

Mayor Pro Tem McCullough offered no comments.

Mayor Voigts offered no comments.

ADJOURNMENT: 10:18 p.m.